



# VILLAGE OF BRONXVILLE

200 Pondfield Road

Bronxville, NY 10708

Tel: (914) 337-6500 Fax: (914) 337-2683

Email: villageadmin@vobny.com

## APPLICATION FOR PUBLIC ACCESS TO RECORDS

TO: Records Access Officer

I HEREBY APPLY TO THE RECORDS ACCESS OFFICER TO INSPECT THE FOLLOWING RECORD:

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\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Representing (Please Print)

### FOR DEPARTMENTAL USE ONLY

APPROVED

DENIED (For the Reason(s) Checked Below)

Confidential Disclosure

Part of Investigatory Files

Unwarranted Invasion of Personal Privacy

Records of which this Agency is Legal Custodian Cannot be Found

Record is not Maintained by this Agency

Exempted by Statute other than the Freedom of Information Act

Other (specify) \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**NOTICE:** You have a right to appeal a denial of this application to the Records Access Appeals Officer of the Village, the Mayor, who must fully explain the reasons for such denial in writing within ten (10) days of receipt of an appeal.

I Hereby Appeal: \_\_\_\_\_

Signature

\_\_\_\_\_ Date